



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
DONTOGAN ELEMENTARY SCHOOL
Purok 2, Brgy. Dontogan, Baguio City

NOTICE OF AWARD

March 02, 2022

KARL B. GABAEN, LLB, CSP
Baguio's Finest Security Agency
Post Office Loop, Session Road, Baguio City

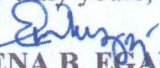
Dear Mr. Gabaen:

We are pleased to notify you that your price quotation and proposal for the procurement of **security services for Dontogan Elementary School** in the amount of PHILIPPINE PESOS **One Hundred Thirty-Three Thousand Pesos Only (Php 133,000.00)** inclusive of appropriate taxes and fees, has been accepted.

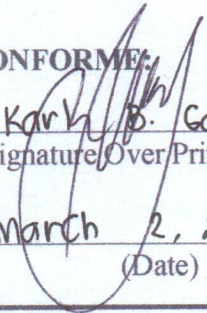
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


ELENA B. EGANGAN, PhD
OIC – Office of the School Principal

CONFORME:


Karl B. Gabaen
(Signature/Over Printed Name)

March 2, 2022
(Date)



DONTOGAN ELEMENTARY SCHOOL
Address: Purok 2, Brgy. Dontogan, Baguio City
Telephone Number: 422-5095
E-mail Address: dontoganes@gmail.com



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Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
DONTOGAN ELEMENTARY SCHOOL
Purok 2, Brgy. Dontogan, Baguio City

NOTICE TO PROCEED

March 04, 2022

KARL B. GABAEN, LLB, CSP
Baguio's Finest Security Agency
Post Office Loop, Session Road, Baguio City

Dear Mr. Gabaen:


This refers to our award of contract to your company for the procurement of **security services for Dontogan Elementary School** in the amount of PHILIPPINE PESOS **One Hundred Twenty-Six Thousand Pesos Only (Php 126,000.00)** inclusive of appropriate taxes and fees.

In relation thereto, notice is hereby given to your company that the implementation of the said project shall commence immediately. You are expected to perform the terms and conditions stipulated in the attached contract/PO.

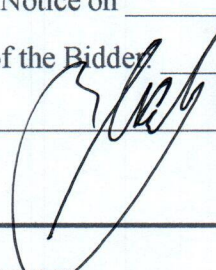
Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to this office the soonest.

Thank you.

Very truly yours,


ELENA B. ECANGAN, PhD
OIC – Office of the School Principal

CONFORME:

I acknowledge receipt of this Notice on March 4, 2022
Name of the Representative of the Bidder Karl B. Gabaen
Authorized Signature: 



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Purok 2, Brgy. Dontogan, Baguio City

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 001, S. 2022

**RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE
PROCUREMENT TO BAGUIO'S FINEST SECURITY AGENCY FOR THE PROCUREMENT OF
SECURITY SERVICES AT DONTOGAN ELEMENTARY SCHOOL**

WHEREAS the Department of Education – Dontogan Elementary School prepared the Purchase Request (PR) for the procurement of **security services for CY 2022** with an Approved Budget for the Contract (ABC) of **One Hundred Thirty-Four Thousand Four Hundred Pesos Only (Php 134,400.00)** (Annex A);

WHEREAS on February 22, 2022, the Bids and Awards Committee (BAC) of Dontogan Elementary School posted/published the Request For Quotation (RFQ) for the said procurement project. The following suppliers/distributors signified their intent to participate by submitting their respective quotations/proposals, to wit:

Supplier/Distributors	Quotation (Php)
BAGUIO'S FINEST SECURITY AGENCY	133,000.00
NORTHERN LUZON SECURITY AGENCY INC.	166,250.00
BAGUIO INVESTIGATION & SECURITY AGENCY, INC.	227,882.77

WHEREAS per evaluation, below are non-compliant with the specifications set forth in the TOR:

Supplier/Distributors	Non-Compliance
NORTHERN LUZON SECURITY AGENCY INC.	Price quotation is above ABC
BAGUIO INVESTIGATION & SECURITY AGENCY, INC.	Price quotation is above ABC

WHEREAS the proposal of **BAGUIO'S FINEST SECURITY AGENCY** is found to be the most compliant with the PR, and its price quotation amounting to **One Hundred Thirty-Three Thousand Pesos only (Php 133,000.00)** is the most economical and advantageous to the Government, thereby rendering the same as the lowest calculated responsive bid;

WHEREAS Section 12 of R.A. No. 9184 mandates that the BAC shall recommend the award of the contract to the Head of the Procuring Entity or his/her duly authorized representative.

NOW THEREFORE, for and in consideration of the foregoing, **We**, the Members of the Bids and Awards Committee, hereby **RECOMMEND** to the School Head the **AWARD OF CONTRACT** via Negotiated Procurement – Small Value Procurement to **BAGUIO'S FINEST SECURITY AGENCY** for the procurement of **security services for CY 2022** in the amount of **One Hundred Thirty-Three Thousand Pesos only (Php 133,000.00)** inclusive of appropriate taxes and fees.




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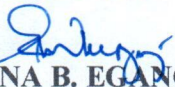
RESOLVED, this 2nd day of March 2022, at Dontogan Elementary School, Brgy. Dontogan, Baguio City.


VANGIE D. SIKI
BAC Chairperson


RUBEN P. MARTIN
BAC Vice-Chairperson


LEEANN C. NEAD
BAC Member

APPROVED:


ELENA B. EGANGAN, PhD
OIC – Office of the School Principal
Approved on 3/2/2022



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Department of Education
Cordillera Administrative Region
Schools Division Office of Baguio City
District 5



DONTOGAN ELEMENTARY SCHOOL

PURCHASE ORDER
DONTOGAN ELEMENTARY SCHOOL
Entity Name

Supplier : <u>BAGUIO'S FINEST SECURITY AGENCY</u>	P.O. No. : <u>2022-02-0004</u>
Address : <u>Post Office Loop, Session Rd., Baguio City</u>	Date : <u>March 03, 2022</u>
TIN : <u>917-512-337-000</u>	Mode of Procurement : <u>SVP</u>

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <u>Dontoogan Elementary School</u>	Delivery Term : _____
Date of Delivery : _____	Payment Term : <u>after delivery</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	month	SECURITY SERVICES (1 Security Guard)	9	14,000.00	126,000.00
		Contract Period: April 4, 2022 - December 31, 2022			
		Schedule: 6:00 PM - 6:00 AM; Monday to Sunday including legal and special holidays			
		Requirements: Security guard must be: 1. duly licensed 2. in complete uniform while on duty 3. with complete defense tool (baton & flashlight) 4. with at least 2 years experience 5. must maintain a logbook 6. visible at all times 7. must adhere to the policies of Dontoogan ES			
		** The bidding security agency must submit a security plan for the period of March 14, 2022 to December 31, 2022.			

One Hundred Twenty-Six Thousand Pesos Only

126,000.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Karl P. Gabien
Signature over Printed Name of Supplier

March 3, 2022
Date

Very truly yours,

Elena B. Ecangan, PhD

OIC - Office of the School Principal

Fund Cluster : 01
Funds Available : Php 126,000.00

CONRADO D. AGUILAR JR.
Administrative Assistant III

ORS/BURS No. : 02-101101-2022-02-00149
Date of the ORS/BURS: February 08, 2022
Amount : Php 151, 228.13



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SCHOOLS DIVISION OF BAGUIO CITY
DONTOGAN ELEMENTARY SCHOOL
Purok 2, Brgy. Dontogan, Baguio City


POST-QUALIFICATION EVALUATION REPORT

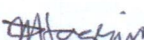
Date: March 01, 2022

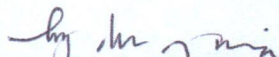
I. ITEM	Security services for Dontogan Elementary School for CY 2022	
II. EVENT	Procurement of security services	
III. PROPONENT	Marie Liza T. Badol	
IV. ABC/BID	Php 134,400.00	
V. Name of Bidder	Baguio's Finest Security Agency	
SPECIFICATION		
Passed	Failed	Specifications
√		Schedule: 6:00 PM-6:00 AM; Mondays-Sundays including legal and special holidays
√		Requirements: Security guard must be: 1. Duly licensed 2. In complete uniform while on duty 3. With complete defense tools 4. With at least 2 years experience 5. Must maintain a logbook 6. Visible at all times 7. Must adhere to the policies of Dontogan ES
√		Provision of required documents

Based on the specification suggested by the end user, Baguio's Finest Security Agency is
[√] **COMPLIANT** [] **NON-COMPLIANT**


Prepared by:


MARIE LIZA T. BADOL
End User


MATILDA M. LAGENIO
TWG Member


HELEN D. VERGONIA
TWG Member

Approved by:


VANGIE D. SIKI
BAC-Chairperson



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